



24th October 2018

Les Gravées, St Peter Port
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Dear Parent(s)/Guardian(s)

Upper Five Interim Reviews

A copy of the Interim Review guidelines is attached. If you have any matters which you would like to discuss as a result of this review, please do contact the subject teacher, form tutor or me. Where "working towards" has been identified, we will already be looking at measures to be taken in school to address the situation.

My colleagues and I are working with your daughter to help her make preliminary A-level choices now, and shall continue to do so throughout this year. There are a number of opportunities for you and your daughter to meet with teachers and discuss the options available to her. The key dates are listed below, and I look forward to meeting you on these occasions. In addition, later in the year, your daughter will have an opportunity to experience further taster sessions in subjects not taught at GCSE, and to spend some time talking to our current Lower Sixth students.

Wednesday 7th November 2018

A-Level Choices and Sixth Form Information Evening

The evening will commence at 17:00 with a talk to parents and students from staff at The Ladies' College. This will be followed by a joint presentation from Mrs Clancy and Mrs Palmer at 18:00, after which you will have an opportunity to hear up to four subject presentations and then an opportunity to meet with subject staff from both Colleges.

Wednesday 21st November 2018

Upper Five Parents' Evening 17:00 until 19:00 Your daughter is invited to attend with you. Refreshments will be available in the Core Refectory on your arrival.

Monday 4th February – Wednesday 14th February 2019 (inclusive)

Upper Five Mock (I)GCSE examinations

A copy of the timetable will be issued in January to allow girls to prepare their revision schedule.

Upper Five are generally looking very smart in their uniforms, and we ask for your continued support to ensure that they wear their uniform with pride. Girls are reminded that skirts should be no more than 2 inches above the knee, and earrings should be restricted to only one pair of studs or sleepers in the lobe. Please be reminded that cartilage piercings are not permitted under our uniform policy.

I have been generally very impressed with the attitude and work ethic shown by the girls so far this term. The balance between school work, co-curricular activities and, if under-taken, part time employment can be hard to achieve. We have been aware in the past that when students over-commit themselves, it does have an adverse effect on their general well-being and their studies. It is very important for girls to have time to relax during the week and at weekends.

We wish your daughter a good half-term holiday and look forward to welcoming her back, rested, after the break.

Yours sincerely,

Maggie King

Maggie King
Upper Five Co-ordinator
Head of Drama

Academic Year 2018 - 2019

Interim Reviews (Remove to Upper Five):

These provide an intermediate overview of a girl's performance assessed against the following criteria. There will be two Interim Reports per year and they will be e-mailed home.

A SMART target will be set after the first Interim in a meeting between the student and their Form Tutor. Upper Five students will also be discussing their individual target grades from each of their subject teachers and the actions and support needed to work towards these. The forthcoming Parents' Evening will provide an opportunity to review this together.

The second interim will review progress towards achieving a target.

An Interim contains the following categories for comment:

Knowledge and Skills: Understanding of work covered in **that group**

- **Exceeding** expectations – Has a very good understanding of work covered
- **Meeting** expectations – Has a reasonable understanding of work covered
- **Working towards** expectations – Has difficulties in understanding some parts of the work covered

The criteria for awarding each grade is based on the subject knowledge expected and agreed within each department for that group (year or set and not for each individual student). There should be a clear understanding as to what is required at each grade using written criteria that shows progress from one session to another.

Organisation: Arrives to lessons correctly equipped

- **Meeting** expectations – Brings the required equipment and hands work in on time (allow one slip but give a warning either verbally or, preferably, recorded in their homework diary)
- **Working towards** expectations – Has difficulties in bringing equipment etc. to lessons or handing work in on time

Independent learning: Includes quality of homework or their ability to work independently such as learning lines, vocabulary etc.

- **Exceeding** expectations – All homework or/and quality of performance is very good
- **Meeting** expectations – Homework or/and performance is completed to the required standard
- **Working towards** expectations - Homework lacks understanding or performance is poor

Effort: In lessons

- **Exceeding** expectations
- **Meeting** expectations
- **Working towards** expectations